

# MINUTES

## HOUSING AUTHORITY OF THE CITY OF ABILENE BOARD OF COMMISSIONERS' MEETING

Meeting of June 10, 2008, 9:30 a.m.

The Housing Authority of the City of Abilene, Texas, met in a Rescheduled Session on June 10, 2008, at 9:30 a.m. in the Cypress Plaza Board Room, 534 Cypress Street. Board Chair Brice was present and presided. Other Commissioners present were: Kiddy Boswell, Mary Island and Larry Holmes.

Staff members present were: Megan Santee, Assistant Director Planning and Development/Interim Executive Director; Ebony Bond, Programs Coordinator; Tanya Johnson, Resident Services Coordinator; Stanley Smith, Assistant City Attorney; Paul Falade, Accountant; and Mary Ann Martell, Housing Secretary. Guests included: Mark Zachary, Stephanie Baker and David Webb.

### CALL TO ORDER

#### 1.0 Routine Announcements, Recognitions and Presentations

Megan Santee, Interim Executive Director, announced that the Housing Authority received a check in the amount of \$1991 from TML for equity returns. She recognized Public Housing for their positive efforts in taking care of the properties and for the maintenance problems being resolved in a timely manner.

Board Chair Brice called the meeting to order at 9:40 a.m.

#### 2.0 Approval of the May 22, 2008 Meeting Minutes

Commissioner Holmes made a motion to approve the minutes of the regular meeting from May 22, 2008. Commissioner Boswell seconded the motion. The Board voted.

AYES: Commissioners Boswell, Holmes and Island

NAYS: None

*The motion carried.*

#### 3.0 Open discussion for Citizen General Comment and Resident/Landlord Input

David Webb, a Section 8 Landlord, expressed his appreciation for the Housing Authority implementing direct deposit. He relayed to the Board that communication with the counselors could be improved and that there was an outstanding amount owed to him by a tenant.

#### 6.0 EXECUTIVE SESSION

The Board went into Executive Session at 9:50 a.m. The Board came out of Executive Session at 10:45 a.m. and resumed regular session.

#### **4.0 OLD BUSINESS**

##### **4.1 Status of Ross Grant**

Ms. Santee told the Board that Tanya Johnson will be in charge of applying for and completing the Ross Grant which is due in August. She will also be looking at other grant opportunities.

#### **5.0 Regular Agenda**

5.1 Update and discussion on ongoing assessment by consultant, Patterson and Associates Consulting, L.P.

Megan Santee distributed copies of an RFQ for soliciting a PEO (Personnel Employment Organization). Any comments or questions from the Board need to be submitted by Friday, 6/06/08. PAC visited the office last week. There will be a conference call on June 11. The tentative date for the transition plan is also June 11, 2008. One of the first issues to resolve is the software issue. Contracts will be up for renewal in August for Tenmast and in September for Yardi. Staff has had numerous problems with Yardi and there is trouble utilizing all features of the program such as check writing, generating reports and letters. PAC will be obtaining prices and quotes and presenting that information to the Board.

5.2 Report and discussion on Direct Deposit

An update on direct deposit was given by Ms. Santee. Direct deposit was executed on Monday, 6/02/08, for 86 Section 8 landlords. Another notice for those that have not responded to the HA with their banking information will be sent out with the paper checks. Letters regarding direct deposit from Galveston, who has mandatory direct deposit, were reviewed by the Board.

5.3 Date for special called meeting

A special called meeting will be held on June 26, 2008, at 9:30 a.m., to vote on the PHA Annual and Five-Year Plan. The plan needs to be electronically sent on June 27, 2008.

#### **7.0 Adjournment**

Commissioner Holmes made a motion for the meeting to adjourn. This was seconded by Commissioner Boswell. The meeting adjourned at 10:55 a.m.

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Kiddy Boswell, Board Secretary

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Dr. Tanya Smith Brice, Board Chair